



**INSPIRATIONS: A PHOTOGRAPHIC JOURNEY**  
**in conjunction with Letterkenny Army Depot's**  
**2013 Armed Forces Day Celebration**  
**Sponsored by the**



**Margaret Cochran Corbin Chapter of Federally Employed Women (FEW)**  
**GENERAL INFORMATION, SUBMISSION GUIDELINES, AND DISCLAIMERS**

1. **Purpose of fundraiser:** To increase awareness of the efforts of the local FEW Chapter and raise funds to support FEW-sponsored community programs such as Women in Need (WIN), Wilson College's Women with Children program, training programs and tuition assistance.
2. **The photographic journey:** Winners in each category will be determined by most donations received (minimum donation is \$1). All proceeds benefit community programs as listed above.
3. **Submission time frame:** *1 March thru 1 April 2013*. See below for specific details.
4. **Awards:**
  - a. Commander's Choice (determined by LEAD Commander).
  - b. Best of Show (determined by a three-member panel of professional photographers);
  - c. FEW's Favorite (determined by FEW members);
  - d. Best People Category, Best Place Category, Best Things Category (determined by most donations collected in each category).
5. **General Information:**
  - a. Theme: Inspiration
  - b. Categories: People, Places, and Things
  - c. Cost to participate: no entry fee!
  - d. Who may participate: Participation is limited to **non-professional photographers** who are:
    - (1) active duty military stationed at LEAD or its tenants,
    - (2) current LEAD and its tenants' federal government employees and contractors,
    - (3) LEAD and tenant retirees,
    - (4) FEW members are not eligible to participate.

**For purposes of this event, a non-professional photographer is defined as someone who is not a co-owner, owner, or partner in a free-lance or professional photography business, or earns less than 10% of their annual income from photography.**
6. **Announcement of winners:**
  - a. Best of Show, FEW's Favorite, and Commander's Choice will be revealed during the 2013 Armed Forces Day activities.
  - b. Best of categories: Donations collected at the 2013 Armed Forces Day activities. Category winners announced Monday, 20 May 2013.
7. **Display:** All properly submitted photos will be on display during the 2013 Armed Forces Day at Letterkenny Army Depot, posted to LEAD's Sharepoint portal, LEAD's external website and Facebook page, FEW's external website and Facebook page. Award winners will also be featured in a KennyLetter article.

8. Photograph submission requirements/rules:
  - a. All image submissions must be the original work of the submitting photographer and that photographer must be a non-professional photographer and eligible to participate as outlined above. Photographers may submit a maximum of three images. Images may be in color, black and white or sepia. Any combination of the three inspiration categories is possible, but only a maximum of three images per photographer will be accepted.
  - b. Subject material should be limited to the theme of inspiration. Inspiration may generate from a hobby, your home, a person, your car, an event, etc. The FEW reserves the right to refuse inappropriate subject material.
  - c. Each submission image must be individually mounted on a mat board with at least a 2" allowance for the mat border. Maximum size of the mat board should not exceed 11" x 14". Framed photography, photographs under glass, plexiglass, plastic or other such material will not be accepted.
  - d. A completed entry form (secured to the back of the mat board) must accompany each photograph. Forms may be printed from LEAD's Sharepoint Portal and LEAD's external web site ([www.lead.army.mil](http://www.lead.army.mil)).
  - e. No submissions will be accepted prior to 1 March 2013 or after 1 April 2013.
9. How to submit your entries: **COMPLETE AN ENTRY FORM (AVAILABLE ON SHAREPOINT OR AT [WWW.LEAD.ARMY.MIL](http://WWW.LEAD.ARMY.MIL)) AND ATTACH IT TO THE BACK OF YOUR SUBMISSION'S MAT BOARD.**
  - a. **Drop-off: LEAD (Bldg 10, Janet Gardner, Rachel Gossard, Bonnie Hargleroad, or Kim Raley); DISA Bldg 1 (Tawne Hinkle); LEMC Bldg 3311 (Vanessa Kuntz)**
  - b. Mail: Letterkenny Army Depot, Attn: Janet Gardner, Building 10, 1 Overcash Avenue, Chambersburg PA 17201-4150
10. Returned photographs:
  - a. During the week of 20 May, submitted photos will be available for pickup in Bldg. 10.
  - b. Photos sent in the mail will be returned only if an adequately pre-paid, self-addressed postage mailer is provided with original submission.
11. Disclaimers:
  - a. All decisions made by event judges are non-disputable.
  - b. Under no circumstance will FEW or LEAD or any other federal government agency use submitted images for commercial gain.
  - c. By participating in this event, the submitter of the photograph grants FEW, Margaret Cochran Corbin Chapter, a non-exclusive license to display their photographs in connection with this contest. Display may include KennyLetter, LEAD's public web and Facebook pages, and FEW's web and Facebook pages. Photographers will always be credited alongside their image.
  - d. FEW assumes no responsibility for photos lost in the mail or returned undeliverable as addressed, insufficient postage, damaged photos, or photos not received at the drop off locations.
  - e. The following rules apply to all federal employees and contractors (active and retired), active duty and retired military, and tenants and must be strictly adhered to:
    - No cameras are permitted on the Depot or any other Government installation.
    - No photographing of any government facility (inside or out) or equipment.
    - No photography during normal working hours.